

## **Minutes of the Meeting of the Rocky Hill Board of Health**

January 15, 2008

Present: Lisbeth Haines, MD (presiding); Susan Fisher, VMD; Beverly Poelstra, MD; Margaret Querec, MSN, RN; Mary Germain, APRN-BS, FNAP; Stephen Papenberg, South Brunswick Health Officer; Ed Zimmerman, Rocky Hill Borough Mayor.

The meeting was called to order by Dr. Haines at 4:32 pm. The meeting was called pursuant to the provisions of the Open Public Meetings Law.

Minutes from 12, 11, 2007 were reviewed. Motion to approve by Margaret Querec was seconded by Dr. Fisher.

### **Annual reorganization meeting of the Rocky Hill Board of Health**

Nominations for President of the Board of Health- Dr. Haines was nominated by Dr. Fisher and seconded by Dr. Poelstra. She was elected unanimously by roll call of members.

Nomination for Vice President of the Rocky Hill Board of Health – Dr. Poelstra was nominated by Margaret Querec and seconded by Dr. Haines. She was elected unanimously by roll call of members.

The duties of secretary will be rotated on a monthly basis with all the members taking several months a year.

The meeting schedule- The Rocky Hill Board of Health will meet on the 2<sup>nd</sup> Tuesday of the month at 4:30 pm. The dates will be advertised in the Courier News according to the Open Public Meeting Act.

### **Report of the Health Officer**

#### **Rabies**

The procedure for the licensing and vaccination of cats and dogs was reviewed. According to Borough ordinance 3-90; 2-92 not only dogs but also cats in the borough are required to be licensed and vaccinated. Licenses are renewed annually in January, but the current procedure makes it difficult to determine if there is compliance from the citizens of the borough. The Rocky Hill web site has an informational piece on Rabies, along with the licensing form which can be downloaded. Information about the January 19, 2008 Rabies clinic in Montgomery was also advertised.

Since the dog and cat census will be completed by the Borough Constables this year there was discussion as to how the Constables can assist the process by handing out licensing forms and educating the citizens about the vaccination requirements. They are also able to give a warning and a summons if compliance is not met. Mayor Zimmerman will be reviewing the process with them. The possibility of computerizing the data will also be explored with the Borough clerk. It was also brought up that new residents and new dogs

need to be licensed at the age of seven months at any time during the year. The suggestion was made to set up a link off the web site to provide new residents with information about services in Rocky Hill and include in that link some information from the Board of Health. Reminder that Rocky Hill will be having a Rabies Clinic in the spring.

**Health Department Consolidation** – There is nothing new to report, so we will go ahead with out contract with South Brunswick for 2008. Steve Papenberg did approach Princeton Township about contracting services to Rocky Hill, but they are not interested.

**State Resource Link** – there is a 2-1-1 telephone line, which is funded by United Way and offers information about statewide community resources to residents. This information needs to be shared with Rocky Hill citizens.

**Somerset County Cancer Coalition** – Steve Papenberg shared minutes from their October 2007 meeting. The meetings are open and anyone is welcome to attend.

**CHIP** – The next step is to provide funding for identified activities. The areas designated for emphasis are (1)Access to Healthcare (2)Healthy Lifestyle (3)Environmental Health (4)Alcohol, Tobacco and Other Drugs. Steve will inform the Board as to when meetings are scheduled. Mary Germain showed an interest in attending.

**Municipal Alliance** – Dr. Beverly Poelstra attended as a representative for Rocky Hill. Michael Pruitt is the new chairman. The Municipal Alliance programs are Community Outreach, Peer Mediation, Peer Leadership, Red Ribbon Month and Post Prom Party. Dr. Poelstra will share minutes of the meeting and of the approved grant for 2008 after she attains them.

**Budget for 2008** needs to be determined. This includes anything other than the contract with South Brunswick Township. Several items that should be considered are training of members, attendance at the National Conference, a glass enclosure at the library for sharing information and dues to state/ national organizations.

### **Mayors Wellness Program**

Mayor Zimmerman is considering having a Borough-wide Healthy Cook Off to promote a healthy lifestyle. He is seeking the support of the Board. This would be a contest held at the Rocky Hill Reformed Church in March. Rutgers University will analysis the nutritional values of the recipes. The winning recipe will be made by the mayor at the annual Mayors Cook Off.

Another Activity that could be used to promote a healthy lifestyle is the promotion of walking. Pedometers which cost only about \$.50 each could be provided to the citizens and the family or individual that documents the longest distance could get an award.

**Handouts from Steve Papenberg:**

- New Jersey Diabetes Advisory Council – News and Notes
- Northeast Epidemic Intelligence Service (EIS) Conference – March 6, 2008 which is free to attend – registration is required at <https://njlmn.rutgers.edu> or contact NJDHSS at (609) 588-7500
- Public health Training Center- Nursing Summit IV on June 20, 2008 at the Middlesex County Fire Academy, for more information contact Carl Donaldson at (732) 235-9451.
- Comprehensive Tobacco Control program Brochure – information on Professional Trainings.
- Magnet from the New Jersey Department of Health and Senior Services of reportable diseases.

**Rescue Squad - Back-up plan**

The Rocky Hill Rescue Squad has set up a protocol with the Somerset County Dispatch that if the squad is unable to respond after 5 minutes Montgomery Rescue Squad will be called to answer a call in the Borough and Kingston Squad will be called to answer a call in Franklin Township.

**Communication**

There was discussion on the method of sharing educational information with the citizens of rocky Hill since the Community calendar is no longer being published and distributed. One method of sharing information would be the Rocky Hill Website, a community bulletin board or the Montgomery News.

There was discussion of the need to post permanent information concerning pet registration and of the method for doing this. Mr. Zimmerman suggested that the Board set up its own website. He stated that he has experience with a website hosting site which cost about \$70 per year. Drs Fisher and Haines agreed to investigate the possibility and report at the next meeting.

Meeting was adjourned at 6:35 PM. Next Meeting will be held on Tuesday February 12, 2008 at 4:30 pm.

Respectfully Submitted.

Margaret Querec MSN, RN